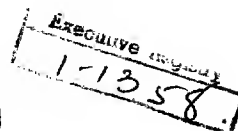


13 JUL 1950



The Honorable W. E. Reynolds
Commissioner of Public Buildings
General Services Administration
Washington 25, D. C.

Dear Mr. Reynolds:

It is requested that the Public Buildings Service, General Services Administration, arrange to lease, on a reimbursable basis, a building of industrial type construction, containing 52,000 square feet of space, within a radius of three to four miles from 2430 E Street, N. W., to be used for the purpose of housing the reproduction facilities of this agency.

There is enclosed a tentative floor plan of a building consisting of two floors with a gross area of 26,000 square feet on each floor, or a total of 52,000 square feet. This plan may be required in connection with the advertising of this requirement which, I understand, will be necessary. The need for this space and the expansion of the CIA reproduction facilities are most urgent.

Your cooperation in this matter will be greatly appreciated.

Sincerely yours,

SIGNED

R. H. HILLENKOETTER
REAR ADMIRAL, USN
DIRECTOR OF CENTRAL INTELLIGENCE

Enc.

vm (11 July 50)

cc: Signer's chrono
Courtesy
Acting Exec. ✓
Chief, Admin. Staff

Admin. Files

Chief, Services Div. (2)
Chief, Gen. Serv. Br.
Chief, Repro. Br.

ILLEGIB